

Minutes

**AGENDA
FINANCE COMMITTEE MEETING**

The City of Douglas Finance Committee met on February 17, 2021 at 5:30 p.m. in the Council Chambers of City hall, 425 Tenth Street. The Chair Jose Grijalva called the meeting to order at 5:30 p.m.

1. CALL TO ORDER/ROLL CALL @5:30p.m.

	Present	Absent
CHAIRPERSON, JOSE GRIJALVA	X	
MEMBER, ALEX BONEO	X	
MEMBER, ANEL LOPEZ	X	
MEMBER, ADAM BRAKE		X-Excused
MEMBER, PETE CORDOVA	X	
LIAISON, MICHAEL BALDENEGRO	X	
INTERM CITY MANAGER, LUIS PEDROZA	X	
FINANCE MANAGER, MONICA MIRANDA	X	
ACCOUNT CLERK III, MARI DANIEL	X	

2. PERSONS WISHING TO ADDRESS THE COMMITTEE IN WRITING OR VERBALLY ON ANY ITEM NOT ON THE AGENDA

Ms. Daniel stated no members of the public addressed the committee.

3. APPROVAL OF MINUTES FOR JUNE 18, 2020, AND SEPTEMBER 1, 2020

Motion by Anel Lopez, **second** by Pete Cordova to approve meeting minutes for June 18, 2020 and September 1, 2020. Motion passed unanimously.

4. PRESENTATION/DISCUSSION OF 2ND QUARTER FINANCIAL UPDATE FOR FY YEAR 2020-2021.

Finance Manager Monica Miranda presented the Fiscal Update for FY Year 2020-2021

Ms. Miranda presented the enclosed PowerPoint presentation: [S:\Finance Committee\Luis Fin Comm\Financial Status Report Midyear Jul Thru Dec 2020.pptx](#)

- Mr. Jose Grijalva asked if the CARES Act Capital Projects had an Expiration date. Mr. Luis Pedroza responded it did not.
- Ms. Anel Lopez asked what RICO stood for. Ms. Monica Mirada stated that it was from Police Seizures that can only be used to purchase police equipment.
- Ms. Alex Boneo asked how long the Alex Black fund had existed. Ms. Miranda commented it had been in existence for approximately 4 to 5 years.

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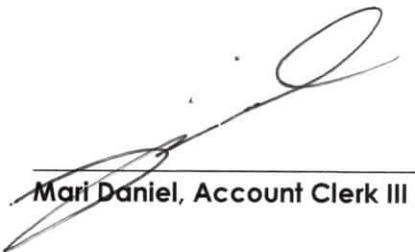
- Ms. Lopez asked what is typically see in December for Sales Tax. Ms. Miranda said the numbers are typically low as the amounts shown are from the previous months. December's amount will not show until January.
- Mr. Michael Baldenegro asked if there was a change for online purchases. Ms. Miranda stated there were and there had been more online retail sales tax.
- Mr. Grijalva asked why Advertising had gone up \$13 thousand. Mr. Pedroza responded Advertising taxes are charged when renting a Billboards and take out an ad in the paper.
- Mr. Grijalva asked if the Border Wall Construction closing impacted the Hotels and Motels. Ms. Lopez said that since the announcement there had been many cancelations and vacancies at the Hotels, Motels and RV Parks.
- Mr. Grijalva inquired where the RV Rentals fell under. Mr. Pedroza said it would fall under Residential Rentals not Hotel/Motel.
- Ms. Lopez asked why there had been a percentage increase on Commercial Rental. Mr. Pedroza said that it could be that the RV's were filing under Commercial Rental and that Ms. Miranda would research it.
- Mr. Grijalva commented that the 1cent sales tax had an impact to the City of Douglas. Ms. Boneo commented she had been speaking with the community members and they believe that it is getting much better and therefor more people are coming out to the public shopping and visiting restaurants, which is helping the economy. Mr. Pedroza also commented that with the community receiving the Stimulus check it would also help with shopping locally.
- Mr. Pedroza explained some of the Funds, due to having a new member and why some of the funds were in the red.
- Mr. Grijalva asked if Sanitation funds are always at a low and if it had to be balanced out with the Water fund. Mr. Pedroza stated that fund had been very health and the reason for being in the red was due to tipping fees at the Transfer Station had increased and the City also purchased a new Garbage truck instead of going into debt since the funds were available; as an additional comment, Mr. Pedroza stated that Utilities are typically in the black.
- Mr. Grijalva asked if there were any other positions needed to be filled. Mr. Pedroza responded that City Manager, and 2 vacant positions in Police: 1 sworn and 1 civilian and some in Fire. Mr. Pedroza added that 2 new positions were hired, the Grant Coordinator and the Marketing/Communication Specialist.
- Ms. Lopez inquired as to whom was the new Marketing Specialist. Mr. Pedroza said it was Ms. Nubia Romo. Mr. Grijalva asked if the Grants Writer was also local. Mr. Pedroza commented that he was semi-local.
- Ms. Lopez asked if the City had a follow up with the Federal Government about the Downtown Revitalization. Mr. Pedroza said that they were having a work session on March 31, 2021 and will present to Mayor and Council.
- Ms. Lopez asked if the Grant writer will focus on available grants from the Federal Government for the Downtown Revitalization. Mr. Pedroza said that he would and also following up on some of those leads.
- Ms. Lopez commented about the APS program for charging stations for the Electric vehicles and if the City has taken into consideration having a device set up. Aps was offering the stations for free, the City would only pay for electricity used.
- Ms. Boneo asked if the Grant Writer would be able to have outside non-profit organizations request or have meetings concerning grants for them. Mr. Pedroza said it would have to be looked at on a one to one basis and not overwhelm the Grant Writer with missing other city opportunities.
- Mr. Lopez stated if the Border was opening soon, if the City has a location for International (inaudible) to receive packages delivered from Amazon to Douglas

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and if it would increase online sales and help the City Sale tax Revenue. Mr. Pedroza said that was occurring already and were being delivered to family members; Amazon would have to explore if it is cost efficient to be delivered in the States or Internationally. Ms. Lopez commented that she does not believe that City Sales Tax will go up to much once the border opens because there is still revenue coming from Mexico due to Mexican shoppers having someone else make their purchases in Douglas.

5. ADJOURNMENT:

Motion by Michael Baldenegro, **second** by Anel Lopez to adjourn the meeting at 6:25 p.m.



Mari Daniel, Account Clerk III